

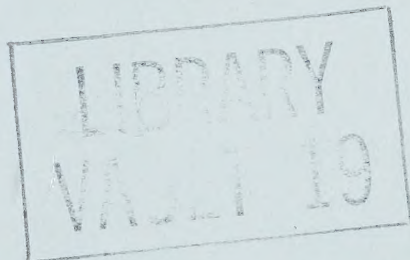
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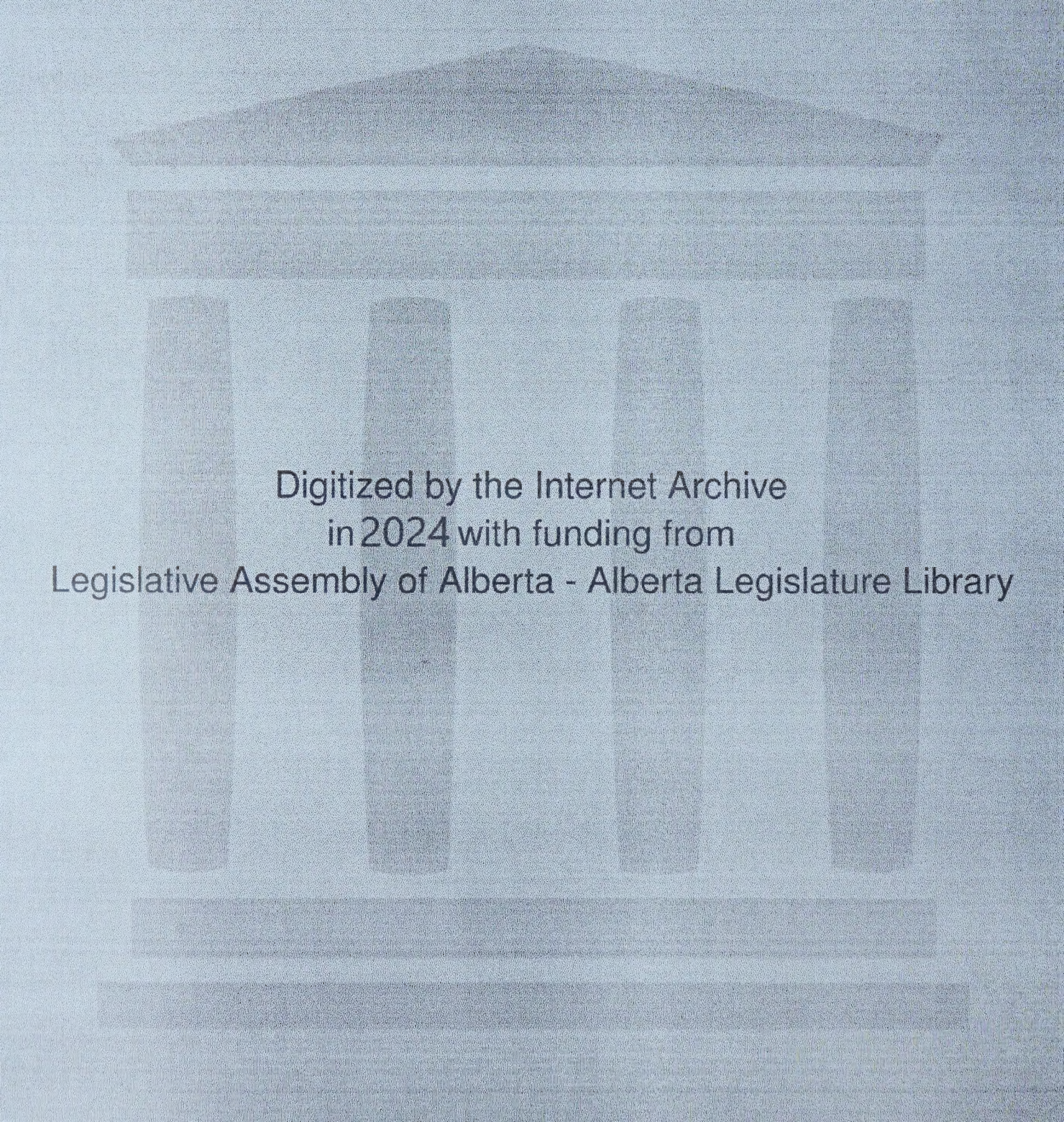


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ANNUAL REPORT 1971

Government of the Province of Alberta



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REPORT OF THE CHAIRMAN

My recent appointment as Chairman of the Board of Directors of the Corporation has presented me with an exciting and challenging opportunity in a field which is of upper most importance in my mind.

In reviewing the activities of the Alberta Housing Corporation for the calendar year 1971, it is evident that this has been a record year of accomplishments for the Corporation.

One of the keys to these activities is the diversification of programs available for use in solving the various problems in the different parts of the Province. These programs include subsidized rental accommodation such as community residences, public housing, senior citizen accommodation and student housing; assisted home ownership programs with subsidized interest rates; land assembly/development projects assisting both municipalities and developers; and urban renewal programs.

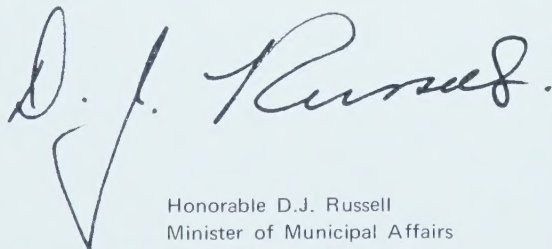
The development by our Corporation of some twenty units of transitional housing in the Town of Slave Lake is a unique experiment in Canada. This provides housing for families moving into the Town from rural areas to take up work in the newly developed industry in the Town and allows them rent-to-purchase accommodation in the community at a very reasonable level.

This year also saw the introduction of a new program of direct lending available to homeowner applicants for the construction of new residences or the acquisition of existing homes. In addition, the program offered loans for home improvement purposes. This program has been well received by the building industry and prospective homeowners.

In the property management area, there are eleven housing authorities managing public housing projects throughout the Province.

The recent achievements of the Corporation will provide an excellent base to work from as well as guidelines for the future.

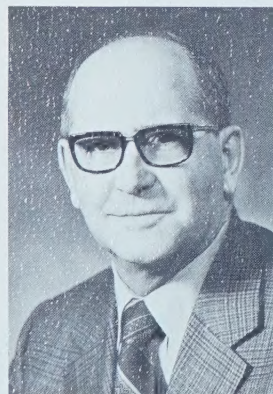
I would like to thank the other members of the Board of Directors for their valued contributions to the success of the Corporation, as well as the staff and administration.



Honorable D.J. Russell
Minister of Municipal Affairs
and Chairman of the Board



MEMBERS ESTABLISHED BY LEGISLATION:



MR. ALEXANDER



MR. GOODWIN

BOARD OF DIRECTORS

Chairman, Hon. Mr. D. J. Russell,
Minister responsible for the Corporation in
the Legislature

Mr. Angus Morrison,
Deputy Minister of Municipal Affairs

Mr. B. R. Orysiuk,
Executive Director of the Alberta Housing
Corporation responsible for the day-to-day
management of the Corporation

Vice-Chairman, Mr. Gordon Alexander,
Manager of the Alberta Construction
Association

Mr. Donald Goodwin,
Retired manager of the Sun Life Insurance Co.



MR. MORRISON



MR. ORYSIUK



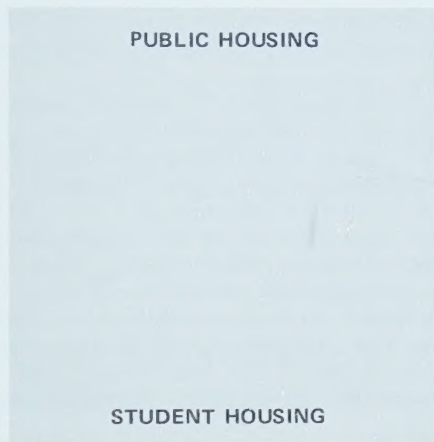
PUBLIC HOUSING



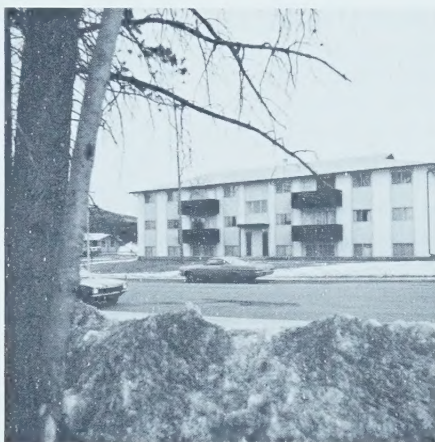
TOP CENTRE —
LAND ASSEMBLY
& DEVELOPMENT



LENDING PROGRAM



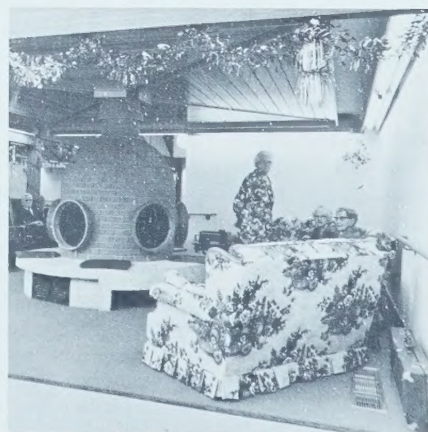
STUDENT HOUSING



SENIOR CITIZEN HOUSING



CENTRE
GOVERNMENT STAFF HOUSING



ACTIVITIES OF THE CORPORATION IN 1971

Progressive advancement has been the theme of the Alberta Housing Corporation since it was established in 1967. The year 1971 is no exception. The Corporation has had a record breaking year in most of the programs implemented to date.

In the category of subsidized rental accommodation existing and new programs receiving priorities in 1971 were Public Housing, Senior Citizen Housing, Student Housing and Government Staff Housing. The Corporation was involved with the approval of 878 public housing units, 747 units of senior citizen accommodation, 732 units of student housing and 111 units of staff housing. In 1971 occupants of staff housing had been given an option to purchase the units. The Corporation was also able to arrange for mortgages on these units.

A new program implemented in 1971 which is receiving very favourable response is the development of Community Residences. Ten projects were approved providing accommodation for 110 residents in this type of housing. A Community Residence is a licensed group-living unit accommodating between 4 and 16 persons in a community setting operated by voluntary or non-profit organizations.

The voluntary agency or non-profit organization is approved to operate a residence by an inter-departmental committee under the Human Resources and Development Authority. Alberta Housing Corporation is responsible for the design, construction, and financing of the residence. Ownership is in the name of the Corporation who leases to the voluntary or non-profit organization.

A community residence is usually located in a residential neighborhood. The purpose is to provide accommodation for persons in need of assistance in making the adjustment from an institutional environment back to the community. Our involvement to date is with the John Howard Society, 1 residence and 9 residences for the mentally retarded requested by the Association for the Mentally Retarded.

Transitional Housing was another new approach undertaken by the Corporation. This is housing used as a stepping stone for families moving into an urban environment from isolated rural areas. Similar to public housing rental accommodation the program moves next to home ownership through subsidized interest rates and with the eventual goal of reducing the subsidy entirely. Twenty units of this type of housing were built in Slave Lake. This was a small project, but unique in the sense that it has not been attempted to any degree elsewhere in Canada.

The Assisted Home Ownership Program was a continuation of the 1970 experimental housing program, whereby the Corporation, on behalf of the province, participates in the development of

housing for low and middle income families and assists financially by providing an interest subsidy of up to two percent toward the repayment of the loan. Central Mortgage and Housing Corporation provides initial financing on mortgages up to \$18,000.00 at 8¼%. Those families with incomes below \$7,000.00 per annum receive a Federal graduated interest rate subsidy of up to 1¼%. The Province, through the Alberta Housing Corporation, provided an additional interest rate subsidy of up to 2%, which could reduce the interest rate to 5½%. This program provides the opportunity for a large proportion of the population in the \$4,000.00 to \$7,000.00 income bracket to buy their own homes. This method of subsidization is looked upon as a strong alternative to the public housing program which offers rental accommodation only.

In 1971 our direct lending program assisted some 350 families in purchasing, building homes or improving facilities in their present dwellings.

The history of the lending program commenced in November of 1968 through an Order-in-Council transferring the Alberta Commercial Corporation program of providing housing assistance for Indian and Metis families to the Alberta Housing Corporation. This program included co-operative housing loans, direct loans, and home improvement loans. As it evolved into a lending program of the Corporation, in the first stage of evolution, the Corporation removed the Indian and Metis connotation and replaced it with assistance to families of low income. Available at that time were loans of maximums of \$10,000.00 and \$2,500.00. Home Improvement Loans of a maximum \$1,600.00 were also available. These loans were available only in northern areas designated as development areas.

In May 1971 a new Order-in-Council set out the regulations by which all housing loans are now provided (Alberta Regulation 150-70). Presently the Corporation provides the services for receiving, processing, and control of all direct loans throughout the entire province.

The Corporation has offices to receive applications for loans in Calgary, Slave Lake and Edmonton.

Homeowner Mortgage Loans are available up to a maximum of \$18,000.00 at a current interest rate of 8¼% with terms arranged up to 35 years. The applicant must provide a minimum of 5% equity.

Part I of the Regulations provides funds for the construction of new homes or the purchase of existing dwellings. Part II of the Regulations provides for Home Improvement Loans to a maximum of \$6,000.00 at a current interest rate of 8¼% and a maximum term of 10 years. A mortgage insurance fund fee of 1% is charged on all loans.

Under the present program, which was effected June 1, 1971, 632 applications have been accepted of which 349 have been approved, and a total of \$5,205,002.00 committed. The process indicates the average loan to be \$15,311.00 with applicants having an average household income of \$9,860.00 per annum.

In addition, the Corporation administers the Federal and Provincial interest subsidy accounts under the Assisted Home Ownership Program and up to December 31, 1971, \$42,146.08 had been advanced on 580 accounts.

In the area of experimentation work in the communities of Tofield, Ryley and Holden four experimental housing units were completed on land and labour offered by the communities. The construction of these units was experimental in the sense that different construction techniques as well as materials were utilized.

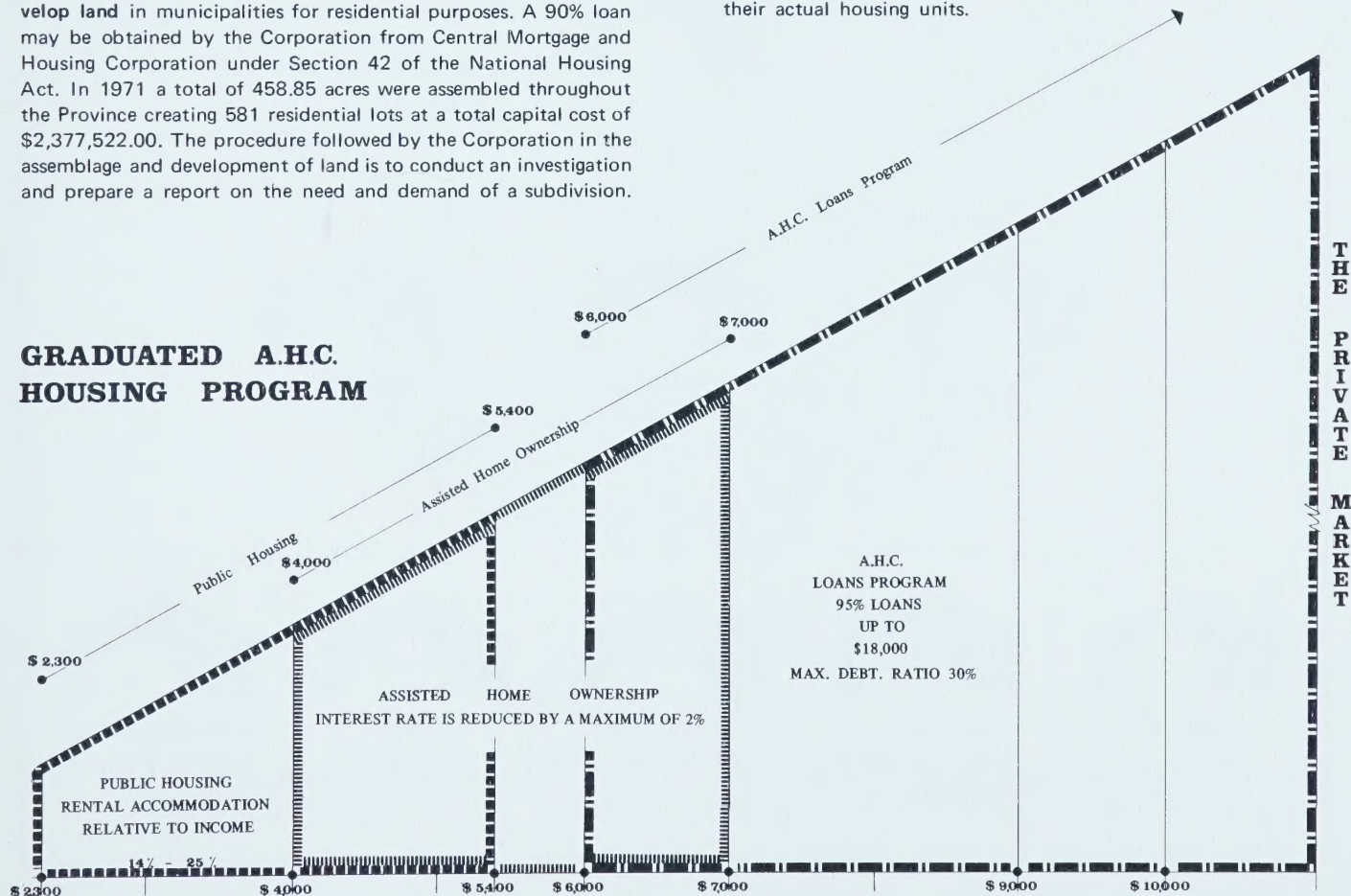
The benefits accrued resulted in cost savings in the north as well as examples of what different materials can produce.

The Corporation is also empowered to **assemble and develop land** in municipalities for residential purposes. A 90% loan may be obtained by the Corporation from Central Mortgage and Housing Corporation under Section 42 of the National Housing Act. In 1971 a total of 458.85 acres were assembled throughout the Province creating 581 residential lots at a total capital cost of \$2,377,522.00. The procedure followed by the Corporation in the assemblage and development of land is to conduct an investigation and prepare a report on the need and demand of a subdivision.

When a study is concluded and the report recommends a need and demand for a subdivision, the Corporation may finance, assemble, develop, service, and market the land. The program is designed to benefit the citizen and contractor in buying a residential lot at reasonable prices, and curb inflating land costs known to exist in areas where land is difficult to obtain ordinarily.

The Corporation had initiated a program on its own in 1970 of rehabilitation and conservation for residential areas. Negotiations are in progress at the present time in Edmonton and Calgary on this approach. Other areas where this program has been implemented is in Drumheller receiving a \$900,000.00 grant, West Edson approved for a grant of \$325,500.00, and Midlandvale obtaining a \$198,000.00 grant. Services such as water, sewers, sewer lift stations, curb and gutters are installed through this scheme to assist municipalities in upgrading substandard areas. The Provisions available through the Corporation's Home Improvement Loans Program provide additional assistance to upgrade their actual housing units.

GRADUATED A.H.C. HOUSING PROGRAM



**ORGANIZATIONAL
CHART**



BOARD OF DIRECTORS



EXECUTIVE DIRECTOR



**ASSISTANT EXECUTIVE
DIRECTOR**



**CORPORATION
SOLICITOR**



**PUBLIC
RELATIONS
OFFICER**



**PERSONNEL
OFFICER**



**FINANCE
DIVISION**



**PROPERTY
MANAGEMENT
DIVISION**



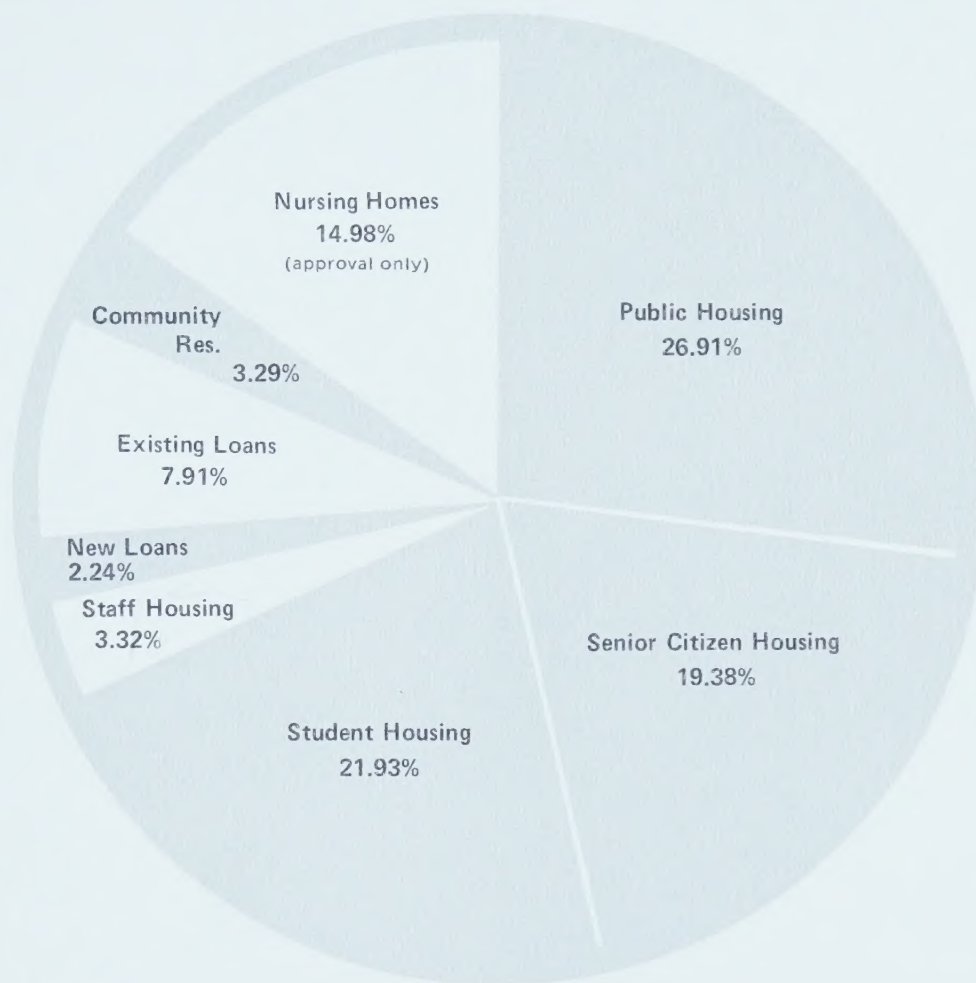
**TECHNICAL
DIVISION**



**LOANS
DIVISION**



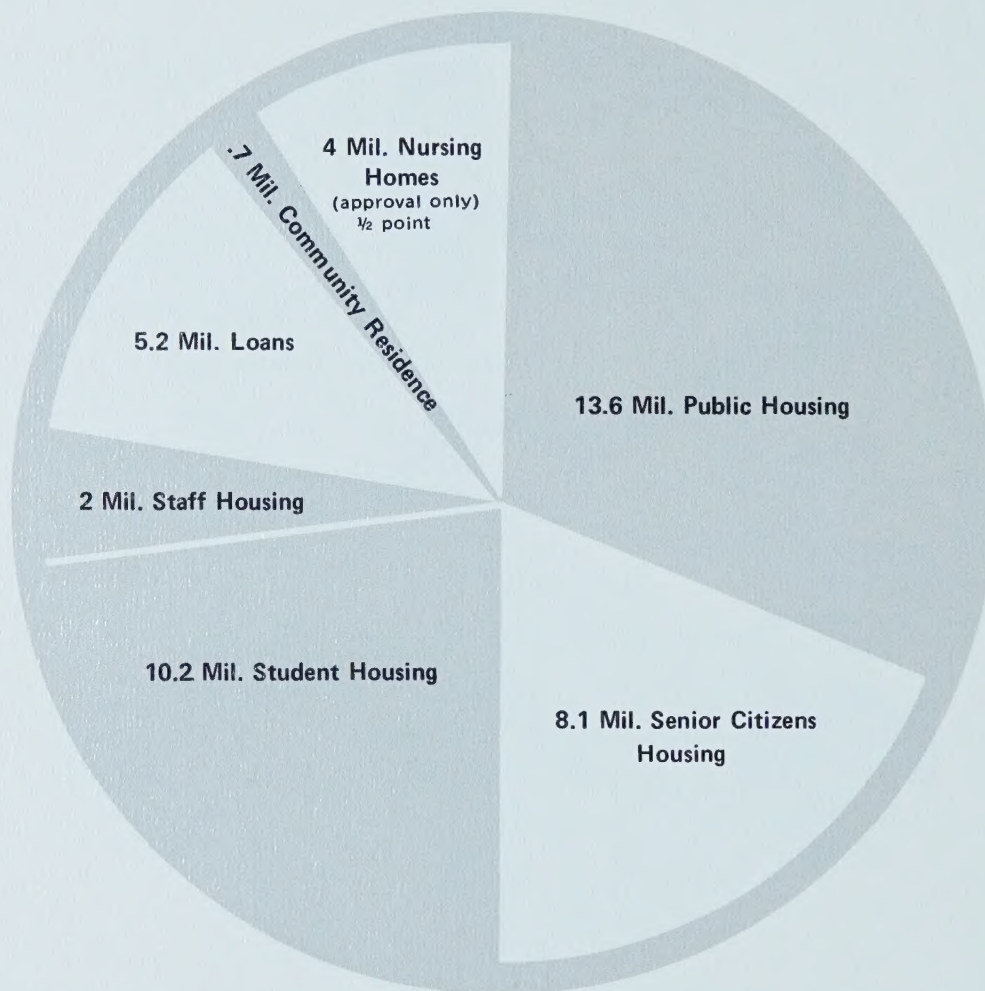
**RESEARCH &
DEVELOPMENT
DIVISION**



**1971 MAJOR
ALBERTA HOUSING CORPORATION
HOUSING PROGRAMS**

Percentage allocation for each program in 1971
Total number of units - 3164

(Graph does not include Land Assembly and Development,
Urban Renewal or Assisted Home Ownership Programs.)



DIRECT ALBERTA HOUSING CORPORATION HOUSING PROGRAMS 1971

FUNDS ALLOCATED FOR 1971 PROGRAMS

Total \$43,849,619.00 (Capital cost and Mortgage funds)

(Graph does not include Land Assembly and Development
Urban Renewal or Assisted Home Ownership Programs.)

GOVERNMENT OF THE PROVINCE OF ALBERTA

OFFICE OF THE PROVINCIAL AUDITOR

EDMONTON, May 9, 1972

Board of Directors
Alberta Housing Corporation
EDMONTON, Alberta

I have examined the Balance Sheet of the Alberta Housing Corporation with supporting schedules as at December 31, 1971, and the Statement of Revenue and Expenditure for the year then ended. My examination included a general review of the accounting procedures and such tests of accounting records and other supporting evidence as I considered necessary in the circumstances.

In my opinion, subject to the comments included in Note 5 and Note 7 to these financial statements, these statements present fairly the financial position of the Corporation as at December 31, 1971, and the results of its operations for the year then ended, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

A handwritten signature in dark ink, appearing to be 'F. C. A.', followed by a stylized flourish or signature.

F. C. A.
Provincial Auditor.



Government of
ALBERTA

BALANCE SHEET

AS AT DECEMBER 31, 1971
(with comparative figures for 1970)

ASSETS

Current:

Short term investments, including accrued interest

\$	200,263.01
----	------------

Accounts receivable:

Province of Alberta

\$ 2,479,352.50	\$ 1,364,407.58
-----------------	-----------------

Other

262,949.87	288,645.82
------------	------------

Prepaid expenses

\$ 2,742,302.37	\$ 1,653,053.40
53,190.98	31,644.78

\$ 2,795,493.35	\$ 1,884,961.19
-----------------	-----------------

Mortgage insurance fund (Note 1)

28,110.40

Deposit, Workmen's Compensation Board

9,909.06

10,000.00

Deferred charges:

Unamortized debenture discount

37,202.89

40,064.65

Investments in projects, Schedule 1

21,595,347.01

17,744,488.22

Fixed, Schedule 2

20,145,839.90

7,682,180.82

\$44,611,902.61

\$27,361,694.88

The accompanying notes are part of
these financial statements.

of the Province of Alberta
HOUSING CORPORATION

STATEMENT A

SHEET

AS AT DECEMBER 31, 1971

(at December 31, 1970)

LIABILITIES

Current:

Bank overdraft	\$ 702,058.36	\$ 19,781.33
Bank loans	3,500,000.00	
Accounts payable	1,852,676.68	757,876.59
Holdbacks payable	1,213,440.91	101,506.67
Accrued interest	67,492.07	43,458.47

\$ 7,335,668.02	\$ 922,623.06
-----------------	---------------

Mortgage insurance reserve (Note 1)

28,110.40

Deferred commission payable (Note 2)

164,583.56

225,605.92

Long term debt, Schedule 3

31,482,124.36

24,246,188.63

Contributed surplus (Note 3)

5,601,416.27

1,967,277.27

\$44,611,902.61

\$27,361,694.88

This is the Balance Sheet referred to in my report of May 9, 1972,
addressed to the Board of Directors, Alberta Housing Corporation.

C. S. Kennedy

F. C. A.
Provincial Auditor.

STATEMENT OF REVENUE AND EXPENDITURE

FOR THE YEAR ENDED DECEMBER 31, 1971 (with comparative figures for 1970)

STATEMENT B

REVENUE

	1971	1970*
Rentals	\$1,187,087.35	\$ 941,891.00
Interest earnings on:		
Housing loans	108,469.62	68,755.58
Short term investments	84,289.83	28,410.62
Other	864.24	
Profit on sale of land and buildings	194,192.97	9,684.88
Easement fees	74,990.00	
Loan application fees	10,930.00	
Other	1,112.02	1,014.63
	<u>\$1,661,936.03</u>	<u>\$1,049,756.71</u>

EXPENDITURE

Grants	\$1,515,832.88	\$ 467,038.94
Building maintenance and expenses	789,247.39	672,119.88
Salaries	718,015.88	483,661.59
Interest	456,969.41	439,401.81
Rentals	171,822.78	127,345.06
Depreciation	134,717.73	97,953.83
Aircraft maintenance and expenses	87,010.69	25,699.86
Travelling, moving allowances and conference expenses	75,456.87	115,422.76
Printing, stationery, postage and office supplies	43,547.71	23,317.32
Employee benefits	41,399.48	8,023.17
Telephone and telegraph	29,187.07	16,160.74
Fees	19,354.70	49,549.42
Truck maintenance and expenses	16,045.77	7,568.90
Insurance	13,248.54	11,420.84
Amortization of leasehold improvements	9,761.86	975.58
Amortization of public housing projects	6,508.73	6,998.91
Advertising	4,623.83	2,871.16
Amortization of debenture discount	2,861.76	2,861.76
Bad debt		2,648.89
Office equipment maintenance	1,429.27	
Freight	1,007.85	910.06
Abandoned project costs	845.00	44,323.77
Miscellaneous	2,393.33	193.01
	<u>\$4,141,288.53</u>	<u>\$2,606,467.26</u>
Excess of expenditure over revenue for the year ended December 31	\$2,479,352.50	\$1,556,710.55
Contributions by the Province of Alberta for the year ended December 31	<u>2,479,352.50</u>	<u>1,556,710.55</u>

* 1970 figures have been restated to conform with a reclassification of expenditure which became effective January 1, 1971.



Government of the Province of Alberta
ALBERTA HOUSING CORPORATION

SCHEDULE OF INVESTMENTS IN PROJECTS

AS AT DECEMBER 31, 1971

(with comparative figures as at December 31, 1970)

	1971	1970
Land assemblies, at cost (Note 4)	\$10,479,775.84	\$10,529,419.25
Housing loans receivable, including accrued interest (Note 5)	4,188,146.37	1,200,782.58
Student Housing (Note 6)	2,961,387.72	3,006,229.57
Urban renewal (Note 7)	2,051,492.89	1,512,856.39
Public housing, at cost less accumulated amortization (Note 8)	1,644,765.85	1,293,762.93
Agreements receivable, including accrued interest	269,778.34	201,437.50
	<u>\$21,595,347.01</u>	<u>\$17,744,488.22</u>



Government of the Province of Alberta
ALBERTA HOUSING CORPORATION

SCHEDULE OF FIXED ASSETS

AS AT DECEMBER 31, 1971 (with comparative figures as at December 31, 1970)

	Cost or Appraised Value December 31	
	1971	1970
Land, at cost or appraised value (Note 9)	\$ 956,931.15	\$ 966,781.28
Buildings, at cost or appraised value (Note 9)	10,947,948.94	6,120,134.84
Mobile homes, at cost	78,967.19	23,400.00
Trucks, equipment and tools, at cost	190,278.53	119,800.03
Buildings under construction, at cost	8,306,929.57	565,739.86
Leasehold improvements, at cost	45,142.52	16,896.22
	<u>\$20,526,197.90</u>	<u>\$7,812,752.23</u>

SCHEDULE 2

Accumulated Depreciation

December 31

1971

1970

\$

\$

338,480.00

120,381.00

5,071.81

2,340.00

26,068.75

6,874.83

10,737.44

975.58

\$ 380,358.00

\$ 130,571.41

Balance

December 31

1971

1970

\$ 956,931.15

\$ 966,781.28

10,609,468.94

5,999,753.84

73,895.38

21,060.00

164,209.78

112,925.20

8,306,929.57

565,739.86

34,405.08

15,920.64

\$20,145,839.90

\$7,682,180.82

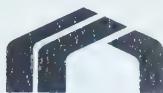


Government of the Province of Alberta
ALBERTA HOUSING CORPORATION

SCHEDULE OF LONG TERM DEBT

AS AT DECEMBER 31, 1971
 (with comparative figures as at December 31, 1970)

	December 31	
	1971	1970
Debentures:		
5 3/4% debenture, maturing November 1, 1998 (Note 10)	\$ 2,627,152.49	\$ 2,667,138.56
6 1/4% debenture, maturing March 1, 1998 (Note 10)	334,235.23	339,091.01
7 7/8% debenture, maturing January 1, 1986 (Note 11)	4,720,053.26	
8 1/4% debenture, maturing July 1, 1986 (Note 11)	3,162,991.84	
9 3/8% debenture, maturing September 15, 1984, repayable in Deutsche Marks (8,140,000) (Note 12)	<u>2,200,000.00</u>	<u>2,200,000.00</u>
	\$13,044,432.82	\$ 5,206,229.57
Advances from Province of Alberta (Note 13)	15,395,129.78	13,083,504.73
Advances from Central Mortgage and Housing Corporation (Note 14)	1,230,500.00	4,367,179.99
Mortgages payable (Note 15)	<u>1,812,061.76</u>	<u>1,589,274.34</u>
	<u>\$31,482,124.36</u>	<u>\$24,246,188.63</u>



Government of the Province of Alberta
ALBERTA HOUSING CORPORATION

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1971

Note 1 This comprises mortgage fees collected from new mortgagors to be used to offset future losses, if any, on mortgages receivable and consists of the following:

Cash in bank	\$28,018.58
Accrued interest	<u>91.82</u>
	<u>\$28,110.40</u>

Note 2 Deferred commission payable represents the balance of agent's commissions owing in connection with a land assembly project. In accordance with the terms of an agreement with the agent the amount is payable in three consecutive yearly payments. Payments due during the year ending December 31, 1972, aggregate \$61,024.66.

Note 3 Contributed surplus is comprised of appraised values of properties received from the Province of Alberta and the Northland School Division less land titles registration fees and provision for depreciation of buildings. Transactions during the year are summarized hereunder:

Balance as at December 31, 1970	\$1,967,277.27
Add: Properties received from the Province of Alberta appraised during 1971:	
Land	\$ 2,475.00
Buildings	<u>3,737,631.00</u>
	<u>3,740,106.00</u>
	<u>\$5,707,383.27</u>
Less: Provision for depreciation of buildings	<u>105,967.00</u>
Balance as at December 31, 1971	<u><u>\$5,601,416.27</u></u>

Note 4 The Corporation purchases land for the development of housing projects or other related purposes by the Corporation or for sale to municipalities.

Note 5 No provision has been made for possible losses arising from noncollection. Advances are secured by mortgage agreements or promissory notes, adequacy of which may prove doubtful.
Payments due and in arrears for periods in excess of three months aggregated \$28,896.46 as at December 31, 1971, and related to loans accounts with a principal amount outstanding of \$235,591.45.

Note 6 This represents the Corporation's equity in students' residence buildings at the Agricultural and Vocational Colleges at Fairview and Vermilion. This asset and the corresponding liability (see Note 10) will be reduced by funds to be provided by the Province of Alberta to meet the required semi-annual payments of principal.

Note 7 No provision has been made for possible losses arising from nonrecovery of contributions under urban renewal schemes. Recovery is dependent on land sales and is undeterminable.

- Note 8 This amount represents the Corporation's portion of construction costs on public housing projects shared jointly with the Central Mortgage and Housing Corporation and various municipalities and will be amortized over a fifty year period from date of completion of each project. Net rental revenues from the projects are distributed to the participants in the ratio of their investments.
- Note 9 The majority of properties transferred to the Corporation at a nominal value are reflected in the statements at appraised values. Transferred properties not appraised as at December 31, 1971, are not reflected in the statements. All other properties are recorded at cost.
- Note 10 The proceeds of these debenture issues were used to finance the construction of students' residence buildings at the Agricultural and Vocational Colleges at Fairview and Olds. Funds to meet semi-annual payments to retire the debenture debt will be provided by the Province of Alberta. Principal payments due during the year ending December 31, 1972, aggregate \$47,482.33. (See also Note 6).
- Note 11 The proceeds of debenture issues were used to finance the purchase of land for the development of housing projects by sale to the City of Edmonton. Principal repayments due in the forthcoming year total \$313,984.80.
- Note 12 Proceeds of issue were used to finance the acquisition and construction of staff housing. Total principal is due and payable at maturity.
- Note 13 Section 17 (2)(1) of The Alberta Housing Act provides for the repayment of these advances. No terms and conditions of repayment have been established as at this date.
- Note 14 This represents advance payments by Central Mortgage and Housing Corporation for a housing project. The loan, to be converted into debentures upon request, together with interest at the rate of 7 7/8% per annum, is repayable on a semi-annual basis from the date of completion of the project.
- Note 15 Mortgages are repayable in equal monthly installments of interest, principal and taxes. Total repayments during the year ending December 31, 1972, will aggregate \$242,171.88.
- Note 16 The repayment of principal and interest of any borrowings by the Corporation and the principal and interest of, and any premiums payable under, any notes, bonds, mortgages, debentures or other securities issued by the Corporation, are guaranteed by the Province of Alberta under provision of Section 13 (1) of The Alberta Housing Act, 1970.

CORPORATE AFFAIRS

A PRESENTATION OF THE GENERAL RESPONSIBILITIES AND ACTIVITIES OF EACH DIVISION

PROPERTY MANAGEMENT

The basic function of the Property Management Division is the management and maintenance of Corporation owned and leased properties.

The various types of projects under administration are: Government Staff Housing, Public Housing, Social Development Housing, Northern Housing and Market Rental Housing.

In Government Staff Housing, a total of 780 units were maintained in 1971. The Property Management Division also provides assistance and guidance to Municipalities and Housing Authorities in the management and administration of Public Housing Projects. At present there are 11 Housing Authorities in the Province managing a total of 745 public housing units constructed under provisions of Section 20 of the Alberta Housing Act. In addition, to the Section 20 projects, there are 10 municipalities who own and manage a total of 1086 public housing units constructed under the provisions of Section 21 of the Alberta Housing Act. Property Management provides overall management guidance and assistance.

In the areas of Social Development Housing a total of 44 units throughout Alberta are being maintained and managed by the Property Management Division. The program was initiated in 1970 when the Department of Health and Social Development requested the Alberta Housing Corporation to purchase housing for use of the Department in placing their clients. This was a result of a lack of adequate housing and high rental charges.

In 1969 the Corporation entered into a cost sharing agreement with the Federal Government for the construction of housing in designated areas in the northern part of the province. The Alberta Housing Corporation's share is 25% of the final capital cost. A total of 16 units of Northern Housing is under the administration of the Property Management Division. There are 51 units of Market Rental Housing acquired as a result of foreclosures by the Corporation and rented by the Property Management Division on a market situation. These units are located primarily in the northern regions of Alberta. The Alberta Housing Corporation acquired these units from another provincial agency in November 1968, by Order-in-Council No. 2022/68 dated October 29, 1968.

In addition to the above programs the Maintenance Section of the Division provides a service to the Department of Health and Social Development in the form of inspection and repairs to their client owned houses.

LOANS DIVISION

The Loans Division is responsible for implementation of the Corporation's lending program and administers the Assisted Home Ownership Program in co-operation with Central Mortgage and Housing Corporation.

Loans applications are accepted and processed through Alberta Housing Corporation offices located in Calgary, Edmonton and Slave Lake. Appraisals and in the case of new construction loans, progress inspections are carried out on behalf of the Loans Division by appraisers and construction inspectors. While actual control of finances is handled by the Financial Division, the Loans Division initiates and controls the advancing of proceeds of mortgage loans and is responsible for control of arrears on loans including any and all collection action to enforce payment.

The administration of the Assisted Home Ownership Program consists of maintaining records of all Central Mortgage and Housing Corporation loans to which the province provides an interest subsidy.

TECHNICAL DIVISION

The Technical Division is primarily a service division to co-ordinate and implement direct programs of the Corporation. The type of projects under the purview of the Division include the following: Public Housing, Senior Citizens Housing, Northern Housing, Transitional Housing, Student Housing, Community Residences, Government Staff Housing, Land Assembly and Development, Experimental Housing, and Urban Renewal.

Technical Division, is structured into three main sections, these are appraisal, construction and engineering, and architectural and planning.

The **appraisal section** provides administrative and technical support to the corporation in all areas of appraisal and evaluation. Its additional activities are attending various intergovernmental, technical and sub-committee meetings preparing reports, recommendations and advice in connection with the appraisal feasibility studies. This section is responsible for all negotiations and the acquisition and disposition of all real estates as required by the Corporation, mortgage appraising for lending purposes and conducting appraisals related to the Urban Renewal program.

The **construction and engineering section** is primarily responsible for co-ordination of Land Development programs, i.e. design and construction of underground services, roads, curb and gutter, etc. In addition to this the section is also responsible for the review of structural plans and specifications of all Corporation

programs. It is the Liason between the Corporation and contractor ensuring that all work is performed in compliance with plans and specifications. Planning, construction and supervision of local improvement developments are responsibilities of this section. They review and approve plans and specifications as required relative to the Direct Lending Program, ensure that the construction of projects under the purview of the Corporation comply with the standards of construction and conform with contractual agreements, in addition this section is responsible for the overall co-ordination of land assemblies and development projects as well as to ensure economic construction techniques have been employed.

The architectural and planning section includes responsibilities such as organizing and co-ordinating the architectural, planning, and construction of all housing projects. These projects cover a wide variety of buildings; public and general housing projects and many other types of structures.

This section is also responsible for the preparation and review of plans and specifications for all Corporation building programs as well as preparation of conceptual design for various building programs and subdivision developments.

RESEARCH AND DEVELOPMENT DIVISION

The purpose of Research and Development is to utilize techniques for collection, compiling and interpreting data as they relate to the programs under the purview of the Alberta Housing Corporation. This branch functions as a service to the Corporation. Close contact is maintained with similar public and private agencies conducting research work which pertains to our programs.

Comprehensive reports are prepared with considerations being given to the economic, sociological and physical constraints as they apply to the housing and development field. Specific on-going programs include the preparation of feasibility studies for public housing, senior citizen accommodation and land development applications, experimental designs for new housing units, benefit-cost analyses, and analytical frameworks based on the urban morphology.

The Research Division gained Division status in June of 1971 and in the following six months, the following reports were prepared and submitted to the Board: 17 Public Housing Reports, 10 Land Assembly Reports, Apartment Vacancy Survey (on a

quarterly basis), Municipal Land Inventory, Mobile Home Report, Log Cabin Design, Senior Citizen Program Research, Public Housing Program Research, Various Housing Analyses.

At the year end, two major reports were being developed. An economic analysis of the 1970 experimental housing erected under the Federal \$200 Program was expected to be completed in March, 1972. A feasibility study for planned growth alternatives in the Edmonton and Calgary regions with particular reference to the residential sector was scheduled for completion in mid-1972.

FINANCIAL DIVISION

The Financial Division is a service department to other divisions in co-ordinating all financial activities in the Corporation.

It must ensure that monies are available to implement the various programs. As such it must arrange the borrowings and obtain these monies on the best conditions available.

It gives advice regarding the preparation of annual divisional budgets and combining these into a master budget for the Board's approval. During the year it audits the budget expenditures to ensure the adherence by divisions.

It controls the programs of the Corporation by periodic internal audits to ensure that the operations of the various programs comply to established rules and regulations, as adopted by the Board and the Alberta Housing Act.

This Division is also vested with the central purchasing of the Corporation. This is to enable the Corporation to get the best price and quality of products available. This is achieved by tenders and quotations from various suppliers.

The Financial Division is responsible for the internal audit related to housing authorities and committees throughout the province. The annual budgets of these authorities are reviewed before they are approved to ensure that it is a meaningful estimate of the next year's program. This control is necessary because the Corporation is subsidizing these Housing Projects from 15% - 40% of the estimated deficit.

Through its computer it will daily update the loan accounts on loans granted by the Corporation. By doing this it is able to give the Loans Division weekly arrears statements so they can enforce collections on these accounts. In addition it produces various cost statements in order to give the other divisions a cost breakdown of the units under their jurisdiction.



